

**BOARD OF PUBLIC WORKS AND SAFETY
MONDAY, SEPTEMBER 14, 2015**

Members present James Trimble, Cary Sparks and Roland Shelton; Jonathan Stinson was absent.

OLD BUSINESS

1. Approve Minutes from Board of Public Works and Safety Meeting August 24, 2015

Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

2. Approval of Prime Contracts Terre Haute Police Department Headquarters

Lance Gassert was not able to attend the meeting for discussion therefore Roland Shelton made a motion to table; this was seconded by Cary Sparks and tabled by the Board.

3. Open Proposals – Woodridge Drive Project

The Board received the following proposals:

- *ST Construction submitted a cost of \$70,418.50*
- *McCalister Brothers submitted a cost of \$56,300.08*
- *Dennis Trucking submitted a cost of \$78,313.05*

Cary Sparks made a motion to take under advisement and award at the end of this meeting giving Marc Maurer time to review; this was seconded by Roland Shelton and approved by the Board.

NEW BUSINESS

1. Grass Mowing Lien Certifications

Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

2. Approve Plans and Specifications – Work Order #1 City Sidewalks

Cary Sparks asked if there were any major changes from the 2014 specifications and the Board was informed no. Based on a recommendation from the Department of Engineering Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

3. Request from the Terre Haute Fire Department to Seek Financial Lease for \$699,288.64 for Self Contained Breathing Apparatus

Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

4. Employee Assistance Program with Hamilton Center

Cary Sparks asked to recuse because he is on the Board at Hamilton Center. Based on a recommendation from the Benefits Administrator Roland Shelton made a motion to approve; this was seconded by James Trimble and approved by the

5. Settlement Request - Fire Department Invoice

Based on a recommendation from the Terre Haute Fire Department Cary Sparks made a motion to reduce by 50%; this was seconded by Roland Shelton and approved by the Board.

6. Hardship Request

Based on a recommendation from the Terre Haute Fire Department and the fact that Union Hospital reduced their invoice by 100% Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

7. Hardship Request

Based on a recommendation from the Terre Haute Fire Department and the fact that Union Hospital reduced their invoice by 100% Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

8. Approve Specifications Two (2) Tandem Axle Dump Trucks – Terre Haute Street Department

Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

9. Terre Haute Fire Department 2015 Service Agreement – Physicals with Wellness for Life

Based on positive recommendations from the Fire Department and Legal Department Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board.

10. Phase II Environmental Site Assessment 1st Street Industrial RR Track

Based on a request from City Legal Cary Sparks made a motion to table until reviewed by legal; this was seconded by Roland Shelton and tabled by the Board.

11. Payroll

Roland Shelton made a motion to certify the payroll registers based on the recommendation of the Department Heads and the City Controller subject to the appropriation of funds; this was seconded by Cary Sparks and approved by the Board.

12. PO Registers

Cary Sparks made a motion to certify the purchase order registers based on the recommendation of the Department Heads and the City Controller subject to the appropriation of funds; this was seconded by Roland Shelton and approved by the Board.

13. Request from Saints Home Church of God in Christ to close Barbour Avenue between 13th and Garfield on September 19, 2015

Based on positive recommendations from the Street Department and Department of Engineering Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board. Mary Moody informed the Board she had contacted all neighbors that would be affected by the closing.

14. Structure in Right-of-Way – Shadow Asylum

The Shadow Asylum Haunted House located at 949 North 10th Street has requested to use a temporary structure in the right of way for entrance into their building. This structure has been approved on a “temporary” basis in the past, but was not removed from the City right of way like it should have been. As this structure is currently standing, the Department of Engineering will recommend approval of use with two conditions:

1. *The structure must be inspected by City Building Inspection staff to verify that it is safe to use for the intended purpose. This is important because the structure was built for temporary use and has been in place for at least 2 years. Temporary use typically does not exceed 6 months.*
2. *The structure must be removed from the City right of way by November 10, 2015.*

Cary Sparks made a motion to approve with stipulations outlined by the Department of Engineering; this was seconded by Roland Shelton and approved by the Board. Mr. Gasner was informed to contact Daniel Bell to make an appointment to have structure inspected.

15. Request from Crisis Pregnancy Center to close 6th Street from the alley to Wabash Avenue on September 15, 2015 from 2 PM to 4 PM during Ribbon Cutting Ceremony

Based on positive recommendations from the Street Department and Department of Engineering Roland Shelton made a motion to approve; this was seconded by Cary Sparks and approved by the Board

16. Parade Permit – Terre Haute South Vigo

Based on positive recommendations from the Street Department and Department of Engineering and the fact there are no street closings Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

17. Loading Zone – 705 South 5th Street

The Head Start Program is requesting a Loading Zone in front of their building. Based on a positive recommendation from the Department of Engineering Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

18. Request from Signature Health Care to Paint an **ORANGE Ribbon on the Street at 9th and Wabash on October 4, 2015**

Based on positive recommendations from the Department of Engineering and the Street Department Cary Sparks made a motion to approve; this was seconded by Roland Shelton and approved by the Board.

19. Award Woodridge Drive Project

Based on a recommendation from Marc Maurer that all quotes were within the Engineers Estimate Roland Shelton made a motion to award to the low bidder McCalister Brothers for \$56,300.08; this was seconded by Cary Sparks and approved by the Board.

Bob Durr informed the Board he received a letter from the Chief of Police on Friday, September 11, 2015 informing him his company had been suspended from the towing rotation until the Board of Public Works and Safety could meet. The Board will hold a Special Call on Thursday, September 17th at 3:30 PM

20. GRIEVANCE – Terre Haute Fire Department – Zachary Beckner

The Board reviewed the grievance and the responses Cary Sparks made a motion to table until further review; this was seconded by Roland Shelton and tabled by the Board

21. GRIEVANCE – Terre Haute Fire Department – Brenton Lloyd

The Board reviewed the grievance and the responses Roland Shelton made a motion to table until further review; this was seconded by Cary Sparks and tabled by the Board.

There being no further business Cary Sparks made a motion to adjourn; this was seconded by Roland Shelton and approved by the Board.
Robin A Drummy, Administrator